



OFFICE OF THE UNDER SECRETARY OF DEFENSE  
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WASHINGTON, D.C. 20301-4000

PERSONNEL AND  
READINESS

September 23, 2002

MEMORANDUM FOR DIRECTOR, ARMY CONTINUING EDUCATION  
SYSTEM

DIRECTOR, NAVY VOLUNTARY EDUCATION  
CHIEF, AIR FORCE VOLUNTARY EDUCATION  
HEAD, MARINE CORPS LIFELONG LEARNING

SUBJECT: Caps and Ceilings for Military Tuition Assistance

This letter is provided as clarification of policy concerning tuition assistance uniformity as it relates to the issuance of tuition and fees.

Paragraph 4.3 of DoD Directive 1322.8, "Voluntary Education Programs for Military Personnel," requires that, "The amount of monetary support available to each Service member shall be uniform across the Military Services." All Services coordinated on this Directive before its issuance in 1997. All Services agreed to the specifications in the ASD (FMP) memorandum, Subject: Uniform Tuition Assistance Policy, first issued May, 27, 1997, which established the levels of support to be provided to all active duty members.

The ASD (FMP) released subsequent policy on November 26, 2001, which raised the cap and ceiling for tuition and fees respectively to \$250.00 per semester hour and to \$4500.00 for each fiscal year. As spelled out in that policy letter, when an institution's charges for tuition and fees exceed this cap and ceiling, the Service shall pay no more than \$250.00 per credit for tuition and fees combined.

This approach maintains the integrity of uniformity, as well as the intended caps and ceilings addressed in policy relevant to the DoD tuition assistance program. Thank you for your earliest attention to this matter.

A handwritten signature in cursive script, reading "Gary A. Woods", is positioned above the typed name.

Gary A. Woods  
Chief, Continuing Education Programs  
(Military Community and Family Policy)